



LEROY D. BACA, SHERIFF

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December 13, 2013

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
Los Angeles, California 90012

Dear Supervisors:

**30-DAY STATUS OF RECOMMENDATIONS MADE BY  
THE CITIZENS' COMMISSION ON JAIL VIOLENCE**

On October 16, 2012, the Board requested the Los Angeles County Sheriff's Department (Department) report back on the status of recommendations made by the Citizens' Commission on Jail Violence (CCJV). For an historical account of all the recommendations, please refer to my October 8, 2013, response. Beginning with the November 12, 2013, response I have limited the status updates to only those recommendations that are being funded or are still in the process of being implemented.

Should you have any questions or require additional information, please contact me or Assistant Sheriff Terri McDonald, at (213) 893-5001.

Sincerely,

LEROY D. BACA  
SHERIFF

*A Tradition of Service*

## STATUS OF RECOMMENDATIONS REGARDING THE JAIL SYSTEM

On October 8, 2013, the Board approved the first phase of funding for many of the remaining CCJV recommendations. The Department is currently in the process of implementing the phase one actions approved by the Board. Below is the current status of each of the remaining in progress recommendations.

*Recommendation 3.8 - PPI and FAST should be replaced with a single, reliable, and comprehensive data tracking system.*

The Department continues to make progress in assembling information necessary to hire a contractor to assist in a requirements study. In addition to this, the Department is reviewing the benefit of procuring the test and development environment at this point.

*Recommendation 3.12 - The Board of Supervisors should provide funding so that the Department can purchase additional body scanners.*

The Department expects to take delivery of the first two scanners later this month. Training is scheduled to begin in early January. Department members will be doing site visits this month with other agencies that employ the same scanners in their custody facilities in order to mitigate any potential operational issues as well as to gain valuable insight from existing users.

*Recommendation 4.11 - Management staff should be assigned and allocated based on the unique size and needs of each facility.*

The Department's analysis of Custody facility operations staff has been completed. We have met with the Implementation Monitor once, and plan to meet again before our next report to the Board.

*Recommendation 4.12 - LASD should create an internal Audit and Inspections Division.*

The Department has completed interviews for all sworn positions in the unit and will begin to transfer them in over the next couple of months. By the end of phase one, the Department expects to have completed the following:

- Identify, select, and assign Department Inspectional Services Command (ISC) personnel.
- Provide orientation to all newly assigned personnel including the ISC mission and goals.
- Hire Consultant Auditor.
- Have all new assigned personnel trained in Basic Audit Training by Consultant.
- Establish Inspection Protocols.
- Revise Department manuals(s) to reflect the ISC's Mission and Policies.
- Obtain approval of newly created Auditor Positions in order to begin Test Development, Application, and Hiring Process.
- Organize Sheriff's Critical Issues Forum (SCIF) and Command Inspection Process.
- Identify Audit Tracking Software and Database.
- Identify first audit.

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Recommendation 6.3 - *Deputies and supervisors should receive significantly more custody specific training overseen by the Department's Leadership and Training Division.*

All but two sworn phase one personnel are now in place for the Custody Training and Standards Bureau. The remaining two are expected by the end of this month. New staff members are being trained as the unit begins the process of creating an annual training plan for Custody personnel with an emphasis on ethics, mental health, and force.

Recommendation 6.5 - *The number of supervisors to deputies should be increased and the administrative burdens on Custody supervisors should be minimized.*

On October 20, 2013, the Department began filling the new posts with overtime until promotions and transfers are completed. The lieutenant transfers were effective November 24, 2013. A percent of the sergeant transfers will begin later this month. Additional sergeants will be hired with the promulgation of the custody sergeant list.

Recommendation 6.7 - *The Department should utilize more Custody Assistants.*

The Department presented its assessment to the Implementation Monitor and consultants and we are continuing to work on additional information to finalize this recommendation.

Recommendation 7.1 - *The investigative and disciplinary system should be revamped.*

Newly assigned personnel to the Department's Internal Affairs Bureau (IAB) have begun the training process. All have been assigned mentors and have been scheduled for basic Personnel Performance Index (PPI) training this month. Additional training has been scheduled beginning in 2014.

The Advocacy Unit has transferred the phase one lieutenant into the unit. They are in the process of identifying the two phase one sergeants, as well as the two County Counsel attorneys that will be brought into the unit.

By the end of phase one, the Department expects to have completed the following:

- IAB will have all newly assigned personnel trained in PPI.
- IAB will have all newly assigned personnel complete Administrative Investigations and POBAR training.
- IAB will have all newly assigned personnel complete Shootings Investigation training.
- IAB will have all newly assigned personnel complete Analytical Interviewing training.
- IAB will reduce the average investigator's caseload to 15 cases per investigator.
- IAB to take over the handling of administrative investigations related to category 2 use of force incidents in Custody Division.
- Internal Criminal Investigations Bureau (ICIB) will reduce the average case completion time from six months to five months.
- ICIB will decrease investigators case load from 22 cases each to 12 cases each.

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- The Advocacy Bureau will have all newly assigned personnel complete the requisite orientation and position specific training
- The Advocacy Bureau County Counsel attorneys will be trained and able to handle arbitration cases on their own.
- The Advocacy Bureau sworn personnel will be trained and able to monitor investigative cases, write case dispositions, and advise Commander Review Panels on their own.

Recommendation 7.8 - *Each jail should have a Risk Manager to track and monitor use of force investigations.*

All compliance lieutenants have begun to familiarize themselves with their facilities line and administrative operations and have begun to examine claims and lawsuits. Meetings have been held with the Assistant Sheriff and Division Chief to discuss the Division's expectations of them. The Division Risk Management Lieutenant met with members of the Office of Independent Review to discuss their issues and needs. By the end of phase one, the Department expects to have completed the following:

- Provide training for all Compliance Lieutenants in use of force reporting and administrative investigations.
- Establish a Custody Division Claim and Lawsuit tracking system.
- Establish a Custody Division defendant preparation protocol.
- Evaluate the grievance system for recommended improvement.

Recommendation 7.14 - *The inmate grievance process should be improved and include added checks and oversight.*

The Department continues to work toward implementing the Custody Automated Reporting and Tracking System (CARTS). By the end of phase one, the Department expects to have completed the following:

- Begin, train, test, assess, document, and complete the iPad kiosk proof of concept pilot program, which will allow inmates to initiate complaints and requests using the iPad kiosk.
- Launch the inmate complaint module of CARTS at all custody facilities.
- Continued systems improvement with oversight of the Risk Management Lieutenant.

Recommendation 7.15 - *The use of lapel cameras as an investigative tool should be broadened.*

The Department has ordered additional CCTV cameras and plans are being developed for the installation of the additional cameras at Men's Central Jail (MCJ). Department members are working with vendors to finalize plans for network design and increased storage to accommodate the additional cameras. By the end of phase one, the Department expects to have completed the following:

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- Complete the physical installation of 200 additional cameras at MCJ.
- Complete network upgrades at Twin Towers Correctional Facility (TTCF) to accommodate additional storage.
- Begin installation of the additional storage system at TTCF.